

ACADEMY NOMINATION CHECKLIST

I. Academy Registration

- ☐ Request and begin candidate application process for the Academies that you wish to attend.

II. Evaluations

- ☐ Advisor/Principal evaluation form, completed and mailed **by** high school.
- ☐ Teacher/Coach evaluation form, completed and mailed **by** high school.
- ☐ Recommendation letter from boss, clergy, scout leader, or other personal reference submitted to Sen. Blunt's Springfield office on your behalf. **(Letters from family members are not permitted).**

III. Academic

- ☐ **Sealed official transcript** from all high schools or colleges you have attended or are currently attending. The high school transcript must include a minimum of 3 full years of study, GPA, and class rank. **Faxes are not accepted.**
- ☐ **Official scores** submitted from either the SAT (0224) or ACT (7149). Scores will only be accepted directly from the testing agency or as part of the official high school transcript. **Faxed scores will not be accepted.**

IV. Application and Essay

- ☐ On-line application form and essay questions completed and submitted **on or before** deadline. **(Postmarks on the deadline date will not be considered).**

V. Photographs

- ☐ 2 two wallet-sized, head shot photos (not on copy paper).

VI. Acknowledgement From

- ☐ Complete, sign, and mail in your acknowledgement form.

SCHEDULE

April 1 – Application period opens

October 28, 2011 - Deadline for submission of all materials. ***All required information must be received in the office on or before the deadline.***